

2022-23 NEW RESOURCE ALLOCATION REQUESTS - PRIORITIZED SUMMARY

Requests that have been approved for funding, please provide documentation to support amount requested, such as price quotes from vendor, copy of catalog

TEAM: President's Office

To Be Completed By Departments								
Priority Number	Division	Department-Org/Department's Contact Staff	Description	Justification of Need	One-time	Ongoing	Total Requested	Strategic Goals
	President's Office	Bill Scroggins	New position - Executive Assistant II	A reorganization of the Office of the President and Board of Trustees necessitates a new position responsible for confidential high level administrative support for the office of the President and Board of Trustees. This position will provide technical and function direction to lower level staff.		154,232		
	President's Office	Bill Scroggins	Reclassification of Executive Assistant to the President/CEO and Board of Trustees (C-119B) to Director, Office of the President/CEO and Board of Trustees (M-19)	The Executive Assistant to the President/CEO and Board of Trustees position has progressively increased in both complexity and responsibility over the last 6 years. A reorganization of the office will add further responsibility to this position with oversight and evaluation of lower-level staff. This position has institution-wide reach, both internally and externally, and is responsible for institutional compliance with local, state, and Federal laws related to the duties of the position.	13,586	28,155		

**MT SAN ANTONIO COLLEGE  
SALARY PROJECTION**

POSITION NUMBER	FTE	SCH RANGE STEP	TOTAL MONTHS	TITLE	NAME	FUND	FY 22-23 (7 months) Dec-Jun	FY 23-24 Jul-Jun	Funding Source
<b>Budget of Original Position</b>									

CO9997	1.000	C	119B	6	12	Exec Asst to Pres and BOT	Nelson, Carol	11000	132,824	232,780	<b>UGF</b>
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**Proposed Reclassification from Confidential C-119B to Management M-19**

1.000	<b>M</b>	<b>19</b>	1	12	Proposed to be Management	Nelson, Carol	11000	132,824	232,780	<b>UGF</b>
1.000	<b>M</b>	<b>19</b>	1	12	Proposed to be Management	Nelson, Carol		13,586	28,155	<b>NEEDS TO PROVIDE FUNDING</b>
<b>Total Cost of Proposed Changes</b>								<b>146,410</b>	<b>260,935</b>	
<b>Total One-time Additional cost to Reclassify the Exec Asst to Pres and BOT from C-119B to M-19</b>								<b>\$ 13,586</b>		<b>NEEDS TO PROVIDE FUNDING</b>
<b>Total Ongoing Additional cost to Reclassify the Exec Asst to Pres and BOT from C-119B to M-19</b>								<b>\$ 28,155</b>		<b>NEEDS TO PROVIDE FUNDING</b>